

GLEN ROCK MIDDLE SCHOOL

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Dear Glen Rock Middle School Families,

I hope that you are enjoying the summer and hope that your children are enthusiastic about the upcoming school year. It has been a busy and productive summer at the middle school. The Guidance Department has completed the student schedules, the custodial staff is working hard to make everything spotless for the start of school, and we have hired several new staff members. We are all excited for school to start and look forward to a great year!

The First Day of School

School will begin on Wednesday, September 5th, which will be a one session day for students (Dismissal at 12:26 p.m.). Students should report to school no later than 7:45 a.m. and immediately proceed to their 1st period class. Lunch will not be served, so we encourage students to eat a hearty breakfast.

Student schedules, student agendas containing student handbooks, locker information, and other important information will be discussed and distributed during an extended period 1 class. Please review our student handbook with your child to ensure everyone understands the rules and regulations that guide our daily work with GRMS students. This handbook is also available on our website. It is suggested that your child bring a small pad and pen on the first day. This will be helpful for listing specific supplies requested by their teachers. Additionally, a general list of grade level supplies can be found on our school's website.

We will have full grade level student meetings with the students to review middle school expectations and to answer questions.

Teams and Schedule

Our instructional program consists of interdisciplinary teams of core academic teachers (TEAM *GLEN*, TEAM *ROCK*) who will work with a common group of students in each grade level. The teachers will develop integrated projects, provide team support for individual students, and communicate with parents.

The following schedule is the regular daily schedule.

Period 1	-	7:50-8:35
Period 2	-	8:39-9:24
Period 3	-	9:28-10:13
Period 4	-	10:17-11:02
Period 5	-	11:06-11:51 (5A/5B)
Period 6	-	11:55-12:40 (6A/6B)
Period 7	-	12:44-1:29 (7A/7B)
Period 8	-	1:33-2:18
Period 9	-	2:22-3:07

Lockers

Students will be assigned individual lockers in the hallway to store their belongings. Students are to keep their lockers shut and locked at all times. We have had issues with students leaving their lockers open with most of their materials falling out in to the hallway. Please remind your children that the lockers must be shut and locked.

Students will be allowed to bring in materials and get their lockers set up on Thursday, Sept. 6th and Friday, Sept. 7th starting at 7:15 a.m. Due to safety and security concerns, students/families may not stay for an extended time after school nor return later in the afternoon or evening to organize their lockers. We do not have the staff coverage to monitor such an activity during those times.

Students may decorate the inside of their lockers with items that are magnetic. They should not put non-removal stickers on their lockers. We are no longer allowing the decorating of lockers for birthdays. There are several reasons for this: 1. There are students who do not get their lockers decorated by someone on their birthday and this causes a great deal of sadness. While we cannot protect students from all of the slights and friend issues in middle school, we can help by not contributing to it. 2. The decorations are left on even while falling off and ripped. 3. Decorations have gotten extreme – streamers, balloons, etc. This a safety issue as items fall to the floor, as well as a fire concern. Some students have used tape that is not easy to remove and have ruined the outside of lockers. 4. Students are in the building before or after school to decorate when there is no supervision. This again is a security and safety concern. While we know that some students will be disappointed, I do appreciate your understanding.

Genesis Parent Portal

We will continue to utilize our student management system, *Genesis*. All parents will have access to their child's grades. This allows parents to take a collaborative, pro-active approach in monitoring student progress.

Please make sure that you update your contact and family information in Genesis, as needed. We are a nearly paperless school, and the vast majority of information will be sent to you via email and/or posted on our website. If your contact information is incorrect in Genesis, you will not get the email blasts.

Schoology

Schoology is our Learning Management System (LMS). This is a place where teachers/club advisors/coaches will post homework and assignments, study guides, notes, and other important information about their class, activity, or sport.

Attendance

Middle School attendance will be maintained in the Middle School Office. Please remember that it is important to notify the middle school promptly if your child will be late or out of school. You may do so by calling the MS attendance line (ext. 8931). Should you need to sign your child out early, please inform the office in the morning.

Communication

Please monitor our website at <http://middleschool.glenrocknj.org>, our Twitter feed (it is also streaming on the front page of our website for those that do not have a Twitter account), and the Glen Rock School District

Facebook page, for the calendar of events and middle school information. Announcements are posted daily on our website under ANNOUNCEMENTS.

School Safety

Security Greeters will be located at a registration desk in the Hamilton Lobby. This entrance will be open between the hours of 7:00 a.m. and 6:00 p.m. and will be the only accessible entrance during the actual school day. All visitors entering our building will need ID which will be checked by our greeters. Additional security information will be posted on our school's website. Visitor parking spots are located adjacent to this entrance near the MS cafeteria and along the back fence in front of the baseball field.

Forgotten items (lunch, gym clothes etc.) may be left at the security desk and this is where they will be picked up by the student. Please review this information with your child as the MS Office will not call students out of class to pick up personal belongings.

For the safety and security of our students, students should not enter the building before 7:30 a.m. If students arrive earlier, they should enter through the Hamilton Lobby only and proceed directly to the café. All students should exit the building by 3:15 p.m. unless they have an after school activity or an appointment with a teacher.

Student Drop-Off/Pick-Up Area

The Middle School parking lot is for staff parking only and is not for student drop-off or pick-up.

The designated student drop-off/pick-up area is located along Kirkwood Place, opposite the school tennis courts. Drivers need to be aware of several changes to that area as well, which are necessary to ensure student safety and a reasonable flow of traffic during arrival and dismissal times.

First, parking on Kirkwood Place is on the residential side of the street. Drivers will form a queue along the tennis court side with student drop off and pick up anywhere along the right curb side. The center lane will remain open for through traffic and to allow staff members to enter and exit the Hamilton parking lot. There will be no public access to that lot or the Hamilton Circle during arrival and dismissal times.

In order to help alleviate some of the congestion at the Hamilton Avenue/Harristown Road intersection, parents are encouraged to continue to utilize nearby side streets for drop-off and pick-up of students. A crossing guard will be posted at the intersection of Belmont Road and Harristown Road to assist students who can then easily enter or exit the building through the side entrance.

Encourage your children to be very careful crossing the street and to refrain from walking through the parking lot of the school.

Please note that the attached letter indicates some changes for the beginning of the school year due to road construction.

Enjoy the rest of the summer. We look forward to seeing everyone on September 5th!

Sincerely,

Dr. Jennifer L. Wirt